



# City of Milwaukee

200 E. Wells Street  
Milwaukee, Wisconsin  
53202

## Meeting Agenda

### CITY INFORMATION MANAGEMENT COMMITTEE

**ALD. MARK BORKOWSKI, CHAIR**

*David Henke, Vice-Chair*

*Timothy Richter, Robert Jaeger, James Klajbor, Jennifer Meyer,  
James Owczarski, Jeffrey Madison, James Zimmer, David Klein,  
Richard Watt, and Jeffrey Larson.*

*Staff Assistant, Chris Lee, 414-286-2232, Fax:286-3456,  
clee@milwaukee.gov*

---

Thursday, June 16, 2022

10:00 AM

Virtual Meeting

---

This will be a virtual meeting conducted via GoToMeeting. Should you wish to join this meeting from your phone, tablet, or computer you may go to <https://meet.goto.com/281974229>. You can also dial in using your phone United States: +1 (408) 650-3123 and Access Code: 281-974-229.

1. Call to order.
2. Roll call.
3. Introduction of new membership.
4. Review and approval of the previous meeting minutes from March 17, 2022.
5. Records Retention.
  - A. *Proposed departmental record schedules for approval*
  - B. *State Records Board approval of previous schedules*
6. Communications from the Information and Technology Management Division.
  - A. *Text Message Archiving*
  - B. *Multi-Factor Authentication and Password Policy updates*
  - C. *Deployment of ManageEngine ServiceDesk Plus*
  - D. *Phishing Test Campaign*
  - E. *CISA Cyber-Response Table Top Exercise for Q3 2022*
7. Agenda items for the next meeting.
8. Next meeting date and time (Thursday, September 15, 2022 at 10 a.m.).
9. Adjournment.

**Meeting materials from this meeting can be found within the following file:**

[220189](#) Communication relating to the matters to be considered by the City Information Management Committee at its June 16, 2022 meeting.

**Sponsors:** THE CHAIR

In the event that Common Council members who are not members of this committee attend this meeting, this meeting may also simultaneously constitute a meeting of the Common Council or any of the following committees: Community and Economic Development, Finance and Personnel, Judiciary and Legislation, Licenses, Public Safety and Health, Public Works, Zoning, Neighborhoods & Development, and/or Steering and Rules. Whether a simultaneous meeting is occurring depends on whether the presence of one or more of the Common Council member results in a quorum of the Common Council or any of the above committees, and, if there is a quorum of another committee, whether any agenda items listed above involve matters within that committee's realm of authority. In the event that a simultaneous meeting is occurring, no action other than information gathering will be taken at the simultaneous meeting.

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities through sign language interpreters or auxiliary aids. For additional information or to request this service, contact the City Clerk's Office ADA Coordinator at 286-2998, (FAX)286-3456, (TDD)286-2025 or by writing to the Coordinator at Room 205, City Hall, 200 E. Wells Street, Milwaukee, WI 53202.

Limited parking for persons attending meetings in City Hall is available at reduced rates (5 hour limit) at the Milwaukee Center on the southwest corner of East Kilbourn and North Water Street. Parking tickets must be validated in the first floor Information Booth in City Hall.

Persons engaged in lobbying as defined in s. 305-43-4 of the Milwaukee Code of Ordinances are required to register with the City Clerk's Office License Division. Registered lobbyists appearing before a Common Council committee are required to identify themselves as such. More information is available at <http://city.milwaukee.gov/Lobbying>.